

CITY OF WINTER GARDEN

Engineering Department

300 West Plant Street - Winter Garden, Florida 34787-3011

E – MAIL MEMORANDUM

TO: ALL BIDDERS - ANNUAL CONSTRUCTION SERVICES CONTRACT
INFRASTRUCTURE IMPROVEMENTS
FROM: ARTHUR R. MILLER, III, PE, PLS, CITY ENGINEER
DATE: JANUARY 19, 2010
SUBJECT: ADDENDUM #1 – ANNUAL CONSTRUCTION SERVICES CONTRACT

This Addendum is to answer written questions that have been received by the City and to address changes to the bidding documents for the above referenced project.

- Complete Addendum #1 packages are available at the City of Winter Garden for pick-up by Bidders (300 W. Plant Street, Public Services – 2nd Floor, Winter Garden, FL 34787).
- The City will send out Addendum #1 packages via e-mail to all known plan holders that have provided an e-mail address or by overnight courier, IF REQUESTED AND THE BIDDER'S ACCOUNT NUMBER IS PROVIDED.
- Addendum #1 will also be posted on the City's website: //www.cwgdn.com.

1. Question: The Invitation to Bid states that all utility work shall be performed by a licensed underground utility contractor. Will a general contractor's license suffice in lieu of an underground utility contractor's license?

Answer: Pursuant to Chapter 489 Florida Statutes, Florida licensed general contractors are allowed to perform underground utility construction. The second paragraph of the Invitation to Bid is hereby amended as follows:

Only Florida licensed contractors will be considered and all utility work shall be performed by a Florida licensed underground utility contractor or Florida licensed general contractor.

2. Bidders shall provide copies of current licenses, references, and examples of at least 5 similar projects within the last 3 years. The attached forms (pages 2 through 8) shall be submitted with the bid form.

3. The unit prices provided by the Bidder shall be for labor and equipment only. The City intends to provide the materials under separate direct purchase contract(s) with material supplier(s).

4. The City intends to allow at least 3 qualified contractors for this work, provided they will perform the work at the unit prices of the lowest responsive, responsible Bidder.

5. The bid date and time of bid opening remains unchanged: Thursday, January 28, 2010, at 2:00 p.m local time. Bids shall be received at the Winter Garden City Hall, 300 West Plant Street, Winter Garden, Florida.

Please review this information and contact our office if you have any questions. Thank you.

END OF MEMORANDUM

Attachments (Supplemental bid forms)

SIMILAR PROJECTS

Project Name: City of Winter Garden – Annual Construction Services Contract

Contractor Name: _____

List at least five (5) similar projects completed in the last three years that indicate the experience and qualifications of the Bidder (relative to this project). Information should include Owner’s name with contact person; description of work including Bidder’s responsibilities; original contract price; final contract price; original contract time; actual time to complete the project; and any relevant circumstances or conditions about the project.

PROJECT NAME: _____

OWNER’S NAME: _____

CONTACT: _____ PHONE: _____

PROJECT DESCRIPTION: _____

ORIGINAL CONTRACT AMOUNT: \$ _____

FINAL CONTRACT AMOUNT: \$ _____

NUMBER AND DOLLAR AMOUNT OF CHANGE ORDERS: _____

ORIGINAL CONTRACT TIME (Substantial Completion): _____

ACTUAL TIME TO COMPLETE (Substantial Completion): _____

OTHER RELEVANT INFORMATION: _____

PROJECT NAME: _____

OWNER’S NAME: _____

CONTACT: _____ PHONE: _____

PROJECT DESCRIPTION: _____

ORIGINAL CONTRACT AMOUNT: \$ _____

FINAL CONTRACT AMOUNT: \$ _____

NUMBER AND DOLLAR AMOUNT OF CHANGE ORDERS: _____

ORIGINAL CONTRACT TIME (Substantial Completion): _____

ACTUAL TIME TO COMPLETE (Substantial Completion): _____

OTHER RELEVANT INFORMATION: _____

PROJECT NAME: _____

OWNER'S NAME: _____

CONTACT: _____ PHONE: _____

PROJECT DESCRIPTION: _____

ORIGINAL CONTRACT AMOUNT: \$ _____

FINAL CONTRACT AMOUNT: \$ _____

NUMBER AND DOLLAR AMOUNT OF CHANGE ORDERS: _____

ORIGINAL CONTRACT TIME (Substantial Completion): _____

ACTUAL TIME TO COMPLETE (Substantial Completion): _____

OTHER RELEVANT INFORMATION: _____

PROJECT NAME: _____

OWNER'S NAME: _____

CONTACT: _____ PHONE: _____

PROJECT DESCRIPTION: _____

ORIGINAL CONTRACT AMOUNT: \$ _____

FINAL CONTRACT AMOUNT: \$ _____

NUMBER AND DOLLAR AMOUNT OF CHANGE ORDERS: _____

ORIGINAL CONTRACT TIME (Substantial Completion): _____

ACTUAL TIME TO COMPLETE (Substantial Completion): _____

OTHER RELEVANT INFORMATION: _____

PROJECT NAME: _____
OWNER'S NAME: _____
CONTACT: _____ **PHONE:** _____
PROJECT DESCRIPTION: _____

ORIGINAL CONTRACT AMOUNT: \$ _____
FINAL CONTRACT AMOUNT: \$ _____
NUMBER AND DOLLAR AMOUNT OF CHANGE ORDERS: _____
ORIGINAL CONTRACT TIME (Substantial Completion): _____
ACTUAL TIME TO COMPLETE (Substantial Completion): _____
OTHER RELEVANT INFORMATION: _____

PROJECT NAME: _____
OWNER'S NAME: _____
CONTACT: _____ **PHONE:** _____
PROJECT DESCRIPTION: _____

ORIGINAL CONTRACT AMOUNT: \$ _____
FINAL CONTRACT AMOUNT: \$ _____
NUMBER AND DOLLAR AMOUNT OF CHANGE ORDERS: _____
ORIGINAL CONTRACT TIME (Substantial Completion): _____
ACTUAL TIME TO COMPLETE (Substantial Completion): _____
OTHER RELEVANT INFORMATION: _____

NONCOLLUSION AFFIDAVIT OF PRIME BIDDER

State of _____

County of _____

_____, being first duly sworn, deposes and says that:
(Name/s)

1. He/She is _____ of _____,
(Title) (Name of Company)
the Bidder that has submitted the attached bid;

2. He/She is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances representing the Bid;

3. Such Bid is genuine and is not a collusive or sham Bid;

4. Only one submittal for the above project is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.

5. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees, subsidiaries, or parties of interest, and including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other bidder, firm or person to submit a collusive or sham Bid in connection with the contract for the attached bid that has been submitted or to refrain from bidding in connection with such contract or has in any manner, directly or indirectly, sought agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to secure through collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Winter Garden or any person interested in the proposed contract; and

6. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees or parties in interest, including this affiant.

7. Neither the said Bidder nor its affiliates, nor any one associated with them, is presently suspended or otherwise ineligible from participating in contract lettings by any local, state, or federal agency.

Signed:

Title:

Subscribed to and sworn before me this _____ day of _____, 2010, by _____,
_____, who is personally known to me or who produced
_____ as identification.

Notary Public

My commission expires: _____

DRUG-FREE WORK PLACE

The undersigned vendor, in accordance with Florida Statute 287.087, hereby certifies that

_____ does:

(Name of Business)

1. Publish a statement notifying employee that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business’s policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are proposed a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign this statement, I certify that this firm complies fully with the above requirements.

X

Proposer’s Signature

Date

(THIS FORM MUST BE COMPLETED IF APPLICABLE AND RETURNED WITH YOUR PROPOSAL)

END OF ADDENDUM #1